## **CONFIDENTIAL DATA PROGRAM**

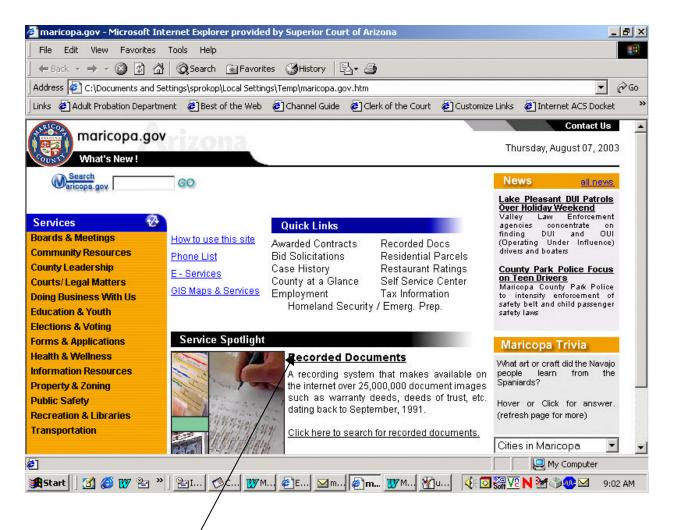
Justices, including Supreme Court Justices and Justices of the Peace; Judges, including Judges of the United States District Court, the United States Court of Appeals, the United States Magistrate Court, the United States Bankruptcy Court, the Arizona Court of Appeals, the Superior Court, and Municipal Courts; Commissioners of a Superior Court, and Judges Pro Tempore may have personal residential information and telephone numbers contained in the records of the County Recorder, County Assessor and County Treasurer sealed from public access and inspection by filing affidavits with the Presiding Judge of the Superior Court of Maricopa County.

The required procedures are as follows:

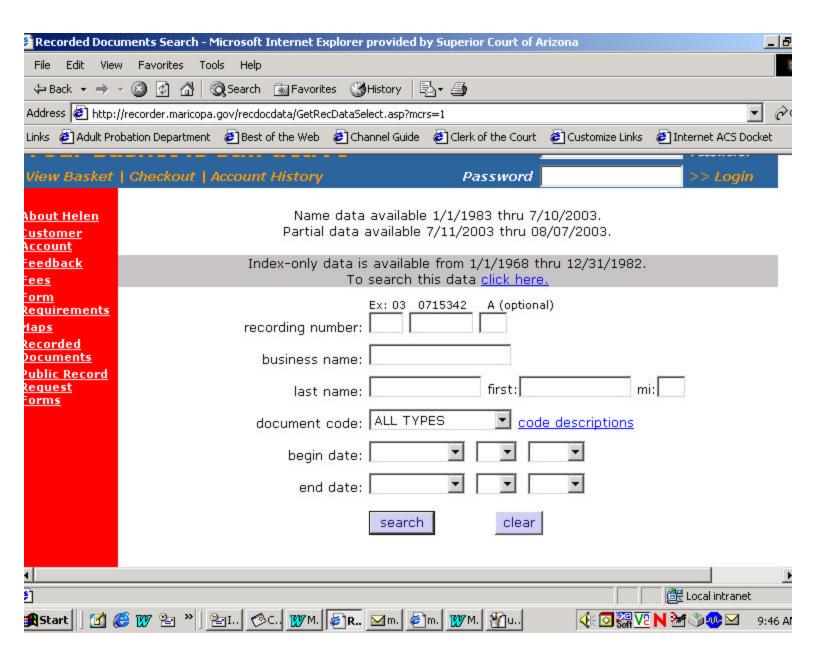
Complete an Affidavit in Support of Application to Seal or Redact Personal Information From Records of the County Recorder, Assessor and Treasurer and have it notarized. Handwritten forms are acceptable.

To properly seal residential property information you **must** complete the Affidavit in its entirety. You must provide your residential street address, telephone number, full legal description, book number and map number, and parcel number as required in paragraph number 1, page 1, of the Affidavit. You can obtain this information from your Property Tax Statement or by accessing the Maricopa County On-line web site, which is <a href="http://www.maricopa.gov">http://www.maricopa.gov</a>. You **must** provide all the information required in paragraph 7, page 2 of the Affidavit. You must provide the document locator number and date of recordation of each instrument for which you request access restriction, and you must attach a copy of pages from each instrument that show the document locator number, and either your full legal name and address or your full legal name and telephone number. This can be done by accessing the Maricopa County On-line web site, which is <a href="http://www.maricopa.gov">http://www.maricopa.gov</a>. Under the information heading, go to "Recorded Documents". Click on "Recorded Documents," then enter your name (last name then first name with no punctuation – i.e., smith edwin), under document code, select "ALL TYPES" and enter the beginning and ending date for ownership of the property. This will bring up a list that contains your name, document code, recording date, and recording number. Either make a list of the appropriate record numbers or print a copy of the list for attachment to the affidavit and be sure to clearly mark your records to be redacted (circled, asterisked, etc. - Note: Please do not use highlighting as it will not show up when photocopying the information for use in the various departments). To print a copy of each instrument that shows the document locator number, and either your full legal name and address or your full legal name and telephone number, click on the "Record Number", select "PDF - Select to view all the pages" click on "View Unofficial Document" and print.

## http://www.maricopa.gov



Click on Recorded Documents



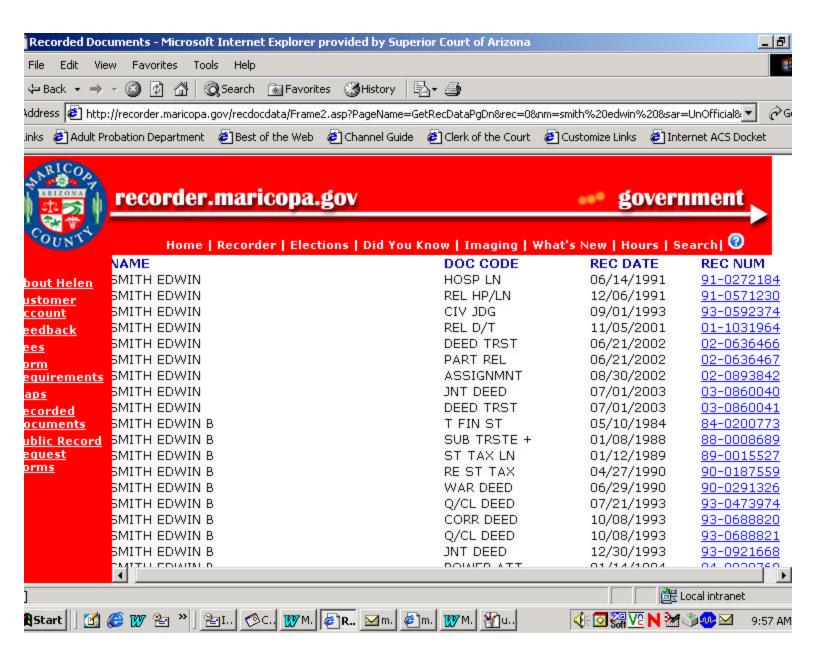
Enter your last name then first name with no punctuation – i.e., smith edwin.

Under document code: select ALL TYPES

Under begin date: type in the beginning date for ownership of your property (residence)

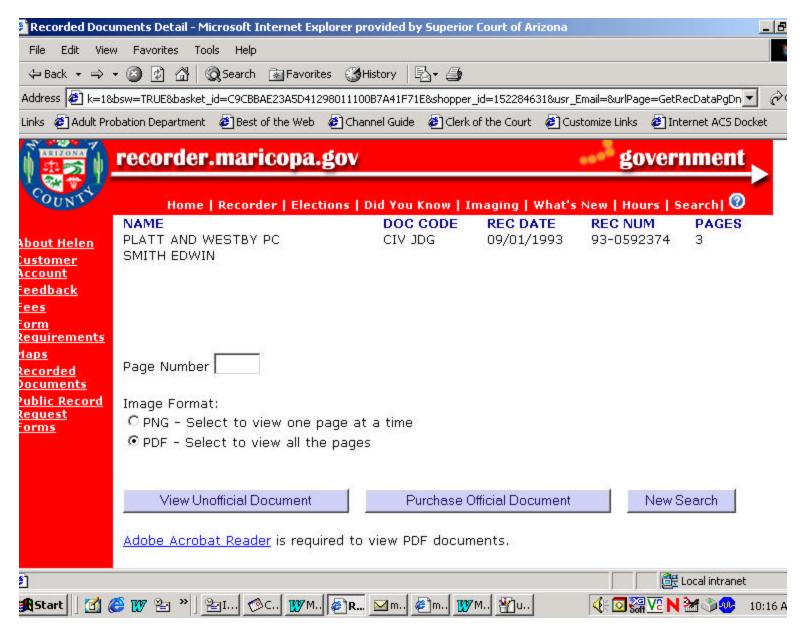
Under end date: type in the today's date

Select search

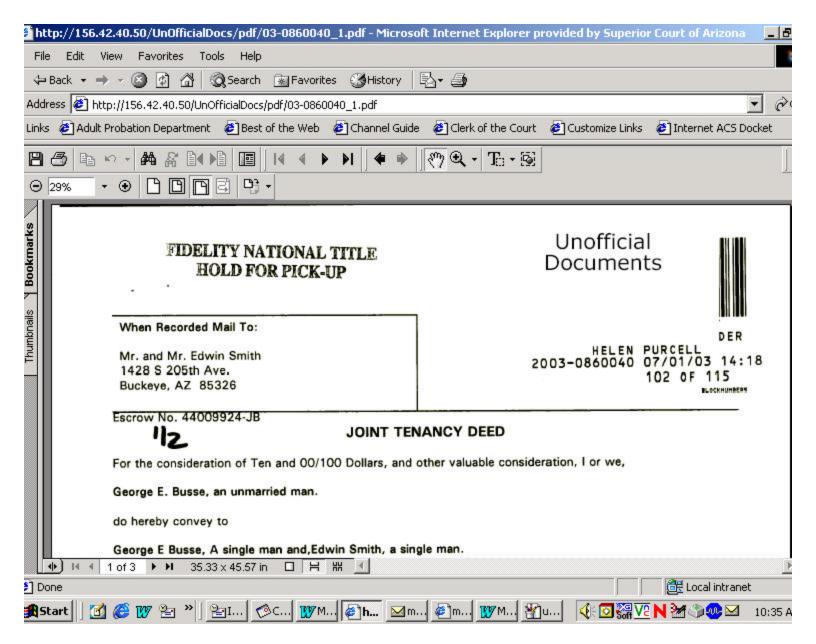


Enter the Document Locator Number (Record Number) and the Date of Recordation (Record Date) in paragraph 7 on page 2, or print this page for attachment to the affidavit. Be sure all of your records are included and be sure to clearly mark your records to be redacted (circled, asterisked, etc.) Do not use highlighting.

Click on the Record Number for each of your documents.



Select PDF – Select to view all pages Click on View Unofficial Document



Print the document and attach it to the Affidavit.

Repeat steps above for each of your records.

Justices, Judges, Commissioners, or Judge Pro Tempore and any other registered voter at the same residence address as the Justice, Judge, Commissioner or Judge Pro Tempore may request that the general public be prohibited from accessing the residential address and telephone number and voting precinct number contained in their voter registration record.

The required procedures are as follows:

Complete an Affidavit in Support of Application to Redact Specified Personal Information From Voter Registration Records and have it notarized. The Justice, Judge, Commissioner, or Judge Pro Tempore, and any other registered voter at the same residential address listed in paragraph 9, page 2 of the Affidavit, must complete a new Voter Registration Form. Voter Registration Forms must be completed by the Justice, Judge, Commissioner or Judge Pro Tempore, and for each registered voter at the same residential address listed in paragraph 9, page 2 of the Affidavit.

Voter Registration Forms may be obtained from the County Recorder, the office of the Presiding Judge, or you may print the forms from the internet at http://recorder.maricopa.gov/english.pdf.